

**Present:**

**Voting Members:** Adrianna Simone (GE Chair); Robert (Bob) Moore (Science Faculty); Haydee Lindgren (Counseling); Sara Toruno-Conley (English Faculty); David Hlusak (Social Sciences); Cindy McGrath (Journalism) (arrived 1:27pm)

**Voting members joining remotely: none**

**Non-Voting Members:**

Imelda Lares (Admissions and Records); Lyssa Shabusheva (Note Taker-OOI); Nicole Trager (Dean of Math and Sciences); Connie Konsavage (Admissions and Records); Rikki Hall (Admissions and Records);

**Absent:**

**Meeting called to order:** 1:05 pm                      Location: Room CC2-223 and Online – Zoom Meeting

**CURRENT ITEMS**

**1. Welcome, Public Comment and Announcements:**

Lyssa shared that FT load acceptance is due this Friday, December 13<sup>th</sup>.

Lyssa also shared that the Adjunct Faculty FLEX reports are due. Professional Development at LMC sent an email to adjunct faculty with instructions, however, the instructions did not explicitly state to click the “include training hours” button.

Sara shared that anyone teaching online or hybrid, should consider attending the Focused FLEX on Wednesday in January.

**Standing item: Teleconference waiver:** none

**2. Approval of the Agenda**

**Action:** Approved (M/S: Bob/David) 5/0/0 unanimous

**3. Approve Meeting Minutes: November 27, 2024**

**Action:** Approved (M/S: Bob/Sara) 5/0/0 unanimous

**4. GE Office Hours: Funding proposal update for AB928 & AB 1111**

Adrianna submitted 2 proposals for funding. For each funding source, Adrianna requested \$5000 as a starting point, \$10000 total. There is a course by Lucy Snow, which needs AB928 support. Adrianna will know the outcome on January 21<sup>st</sup>, 2025.

The committee questioned the scope of help the members would be able to provide, and after discussion settled on the understanding that the AB928 funding would be for new courses, and for the courses that exist, the committee may provide help by providing suggestions on how to align to boxes, if the alignment is possible. Further, the committee member that steps up to assist would not be making alignment decisions unilaterally. The person assisting those requesting assistance would return to the committee to have a committee vote. The committee would act as a mediary between the faculty requesting assistance, and the eLumen final step.

The Steering Committee and Office of Instruction have preliminary deferred 5 hours of pay per course but are aware and prepared if 5 hours are not enough.

Sara volunteered to work with Lucy on the course requested and mentioned earlier.

Adrianna notes that the committee has been already working on the English Common Course numbering, and Adrianna would like to have the Steering committee consider covering those hours retroactively.

Sara & Cindy & Adrianna plan to attend the English department meeting at the beginning of SP25, since as of right now, the English 100 course is not in alignment with the local GE pattern

**5. GE Spring & Fall 2025 Work: Next steps and work for local GE**

The committee members note that it would be important to define the guidelines for the Diverse Perspective course.

The GE SLO handbook needs to be updated. Rikki Hall reported that she is waiting on Triveni Gorur to create the Local GE boxes in Colleague, so Grace Villegas can attach the boxes to courses. The committee would have to update the handbook to reflect those changes.

Committee members made a note to review existing Math Comprehension.

The committee agrees that the Ethnic Studies box should match CalGETC, and be #6, while Diverse Perspectives will be #7.

The committee members pointed out the need to develop the new GE SLO for box #6.

**6. GE Spring Flex Session: Flex Preparations**

The committee discussed the availability of members to be present for the FLEX, and the state of the PowerPoint presentation in preparation for the FLEX session.

**7. GE membership: GE math committee member & LTA GE chair**

Tabled.

**8. GE Tech Review: Coor review with GE teams**

The committee members conducted COOR reviews.

**9. Committee/Task Team Updates: Academic Senate, SEM, TLC, CC, IDEA, and Liberal Arts Task Team**

Tabled

**Meeting adjourned at 2:31 pm**